

Converse Free Library Board of Trustees Draft Meeting Minutes

Monday, April 5, 2021

Meeting called to order at 7:05 pm and conducted via Zoom.

Roll Call - John Biglow, Audrey Brown, Marybeth Durkin, Julie Goodrich, Dan O'Hara, Kaye Ramsden, Deb Robinson, Judy Russell, Pete Swart, and Georgina Voegele. Jackie Glass joined from the public. Welcome to our new board members John and Julie!

Public Comment - none

December Meeting Minutes - Audrey

1. March regular meeting minutes were reviewed. Kaye made a motion to approve, Deb seconded, and all members were in favor.

Treasurer - Pete

1. The Lyme Town Library Financial Report was reviewed. Donations in memory of Verna Rich and the annual investment dividend were the main sources of income.

Library Director Report - Judy

1. Circulation stats were reviewed. Overall, the numbers are pretty good given the pandemic. The interlibrary loan requests broke a record – the largest in 5 years! Downloads remain quite popular as well.
2. Judy and Brian held down the fort while Margaret was away on vacation. Brian will take vacation and Margaret will return to work in person, with distancing and masking as necessary.
3. Reopening is challenging to predict. NH is in the mist of another Covid surge. Judy reviewed the recommendations which are to “hold fast” at this time. What does it mean for us in terms of opening? Reassessment is ongoing and will be addressed again at our May 3 board meeting. Judy remains an active member on the LymeCOVID-19 Resource Team (LCRT).
4. Judy is working with the school COVID team and looking at the option of in-person visits for each class/pod at least once before the end of the school year. She is exploring ways to structure the summer reading program.
5. How do you get your library news? Judy is conducting a poll and has received 49 responses thus far. She reviewed some of the preliminary responses. Many (81%) receive their info via the listserv.
6. Karl Furstenberg's college talk was well attended – 37 attended and the recording has been viewed several times.
7. Virtual Book Group continues – another round of fiction and non-fiction books are anticipated before taking a break over the summer.
8. Judy will take the month of July off!

9. Verna Rich donations - the family has identified preschool books and audiobooks as a priority. A bluebird bookplate, reflecting her love for this bird, will acknowledge these donations in the selected books and audios.
10. The library (Judy) has served as consultant for the Lyme Hill Story Trail, overseen by the Upper Valley Land Trust.
11. Judy will meet with the Friends to set their budget for FY 2021-22. They had a robust fund raising year and took in ~\$9,000. A sturdy picnic table is one desirable item!

Technology Committee – Judy

1. Setting up Aspen Discovery Service, a user friendly catalog interface for patrons, is moving along. Judy and her colleagues (a consortium of 15 now) are negotiating with ByWater Solutions. Larger Koha libraries in NH have offered to contribute more to the overall cost. An initial outlay of \$1250 and an additional ~\$750 annually (rather than the initial quote of \$17,000) is anticipated. Estimated date of availability is 2022 or earlier.

Fundraising – Kaye

1. No updates at this time.

Buildings and Grounds Committee – Dan

1. Scheduled landscaped work – Judy will contact J+B for an estimate.
2. Cole Electric took care of various lighting issues including the burned out bulbs in the parking lot, the overhead light in the elevator, and a “buzzy” switch. An estimate on bulb replacements for 107 fixtures (including florescent disposal) was ~\$2,300 which is more than anticipated. Judy will reach out to Cole’s to discuss. Pete proposed paying for this using the town account and Judy will look into this.
3. Cement stairs under the portico remains on the to-do list.
4. Spring work day – May 1, 9 am-12 noon. Dan outlined possible projects and these were discussed. Dan will send a precise list of jobs to focus on closer to the work day.

Strategic Planning – Judy

The UN Sustainability Goals for 2030 will guide our immediate and long-term 10-year plan. Judy hopes to have a draft plan available sometime this summer. Addressing library space constraints and buildings and grounds will be prioritized. In May, Judy and Georgina will meet with Kaye to discuss fund raising and Judy and Audrey will meet to discuss the role of school services.

Other Business

Audrey encouraged board members to look at the committees available and submit requests. Deb directed us to the upcoming NHLTA Spring Orientation Workshops which will be remote.

Upcoming Virtual Event

1. Tuesdays, 1:30-3 pm, **Tech Tuesday**
2. Wednesdays, 3-5 pm, **Handcrafters Gathering online**
3. Ongoing Virtual Book Groups

The meeting was adjourned at 8:36 pm.

Respectfully submitted,

Marybeth Durkin

The mission of the Converse Free Library is to foster a love of reading in the Lyme community. In a welcoming environment, the Library provides services and resources that encourage learning, stimulate curiosity, and invite the sharing of ideas.